

STAT

STAT

T/O

INCUMBENT

Office of the Chief

☐ GS-306-13 Rec. Mgt. Off.
☐ GS-306-12 Rec. Mgt. Off.
☐ GS-318-5 Sec'y-Steno

STAT

Records Management Section

☐ GS-306-12 Records Analyst
☐ GS-306-11 Records Analyst
STAT

STAT

☐ GS-306-9 Records Analyst
STAT

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☐ GS-312-4 Clerk-Steno
☐ GS-301-4 Clerk-Typing

Records Center Section

☐ GS-306-9 Records Analyst
☐ GS-301-4 Clerk-Typing
STAT

STAT

Records Center Unit

☐ GS-306-7 Records Analyst
STAT
☐ GS-306-5 Records Analyst

STAT

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Distribution Unit

☐ GS-305-5 Mail Clerk
STAT

STAT

STAT

SLOT

T/O

INCUMBENT

PENDING

STAT

Microphotography Unit

☐ GS-371-5 Suprv. Micro.
☐ GS-371-4 Microphotographer

STAT

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Mail Control Section

☐ GS-305-9 Mail & File Supv.
☐ GS-305-8 Mail & File Supv.
☐ GS-305-7 Mail Supv.
☐ GS-305-4 Mail & File Clk-Typ

Mail Unit STAT

☐ GS-305-6 Mail & File Supv.
☐ GS-305-6 Mail Clerk
☐ GS-305-4 Mail Clerk

GS-305-4 File Clerk

GS-305-3 Mail Clerk

Courier Unit

☐ GS-301-6 Courier
☐ GS-301-6 Courier
☐ GS-301-5 Courier

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OFFICE OF GENERAL SERVICES
RECORDS, STATISTIC, & REPORTS DIV.
RECORDS MANAGEMENT & DISTRIBUTION BRANCH

SLOT

T/O

INCUMBENT

PENDING

STAT

Courier Unit

☐ GS-301-4 Courier

STAT

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STAT

RECORDS, STATISTICS, & REPORTS DIV.
RECORDS MANAGEMENT & DISTRIBUTION BRANCH

SLOT T/O INCUM PENDING
STAT

Courier Unit

STAT

☐ CEC-110-3 Messenger

STAT

STAT